

**!!!!!!ONLINE RENEWAL WARNING!!!!!!**

**Missing Documentation Will Result in License Expiration, Late Renewal Fee**

The licenses of brokers who fail to submit all of the required supporting documentation at the time of online license renewal will be expired and the broker will be assessed a \$540 late fee even if they paid their renewal fee on time, says Real Estate Commission Executive Secretary Wayne Ciddio.

Real Estate Commission licensing staff is inundated with incomplete license renewal applications and will longer allow a broker to continue practicing if they have not complied with all renewal requirements.

Ciddio said Commission staff has tried to be understanding of brokers who encounter difficulties in navigating the license renewal site for the first time; however, he said, some brokers have ignored repeated emails and calls from licensing staff trying to track down supporting documentation.

Ciddio said the staff has gone to great lengths to explain all renewal requirements and is always available to answer questions and help brokers navigate the site. He said a broker's inability to understand the directions or difficulty in navigating the site will no longer be accepted as an excuse for failure to submit all of the required documentation.

Ciddio added that a broker's license showing on the Commission web site as expired will cause brokers numerous problems, not the least of which is access to their local MLS, as board staff closely monitors the Commission web site to verify current licensure.

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